

Job Title: Internal Medicine Care Coordinator

Location: Fairbanks

Job Summary: Job incumbent provides coordination of patient access to appropriate services provided by the Internist. Which includes consults, endoscopy, stress testing and other specialty procedures and appropriate referral of patients back to the Primary Care Teams or other medical services. Job incumbent administers medication and maintains patient registry.

Qualifications: Graduate of an accredited school of nursing. Bachelor of Science in Nursing preferred. Licensed as a Registered Nurse in the state of Alaska. Two years experience as Medical Surgical or Internal Medicine Nurse. Basic Life Support (BLS) Certification. Advanced Cardiac Life Support (ACLS) and Anticoagulation Therapy Management certification preferred. 6. Proficiency using Office computer (MS Office Suite) and clinical computer applications (RPMS). 7. Proficient in the use of standard medical equipment. 8. Strong verbal, written, interpersonal, and analytical skills. 9. Previous experience providing health care in Rural Alaska to Alaska Natives preferred. 10. Ability to communicate clearly with patients, co-workers and medical providers, both orally and written. 11. Must maintain strict confidentiality.

Closing Date: Open until filled